

MADE IN DUPLICATE

SRB 1006

TITLE OF REPORT (If a fill-in report include Form No.)

PERSONNEL SHORT FORM Actions 100 G

2. TYPE
OF
REPORT

STATISTICAL

NARRATIVE

MACHINE-NAME LISTING

FUNCTIONAL AREA

PERSONNEL

TRAINING

LOGISTICS

SECURITY

MEDICAL

FINANCE

ADMIN. GENERAL

OTHER (specify)

NO. OF COPIES PREPARED

5. FREQUENCY (weekly, monthly, quarterly, etc.)

6. DISTRIBUTION (No. of components not
number of copies)FORMAT (memorandum, form
computer print-out, etc.)

8. ADP PROCESSING

9. DIRECTIVE AUTHORITY REQUIRING REPORT

YES

IF YES GIVE ADP PROCESSING NO.

NO

P-3B-1

PREPARING COMPONENT (include lowest level
contributing information to report)

11. FEEDER REPORTS (State

Form No., or nomenclature. Attach separate sheet if necessary.)

OCS/Production

Form 1150 + Computer Processing

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	HOURS PER REPORT	COST PER REPORT	TIMES PREPARED	COST PER YEAR

B. COSTS OF COMPUTER PRODUCED REPORTS

			.30	36	10.80
TOTAL COSTS PER YEAR					10.80

13. DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN,
INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Edit Report used by OP/CD/status

14. FUTURE GOALS

APPROVED BY COMPONENT FOR THIS REPORT

DETAILS AS IS

OTHER (explain)

CHANGE

DISCONTINUE

DATE OF REVIEW

ESTIMATED SAVINGS

MAN-HOURS

DOLLARS

0-1470